



***2002 ANNUAL REPORT  
ON THE LEGISLATIVE COUNCIL  
RULES CLEARINGHOUSE***

**WISCONSIN LEGISLATIVE COUNCIL**

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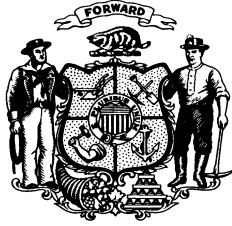
**April 2003**

*State of Wisconsin*  
**JOINT LEGISLATIVE COUNCIL**

*Co-Chairs*

**ALAN LASEE**  
President, State Senate

**STEVE WIECKERT**  
Representative, State Assembly



**LEGISLATIVE COUNCIL STAFF**

**Terry C. Anderson**  
*Director*

**Laura D. Rose**  
*Deputy Director*

April 2003

The Honorable James E. Doyle  
Governor  
Room 112 East  
State Capitol  
Madison, WI 53701

Dear Governor Doyle:

This report of the calendar year 2002 activity of the Legislative Council Rules Clearinghouse is submitted to you pursuant to s. 277.15 (5), Stats.

Sincerely,

Terry C. Anderson  
Director

TCA:tlu

## **JOINT LEGISLATIVE COUNCIL**

s. 13.81, Stats.

### **Co-Chair**

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*Senate President*

2259 Lasee Road  
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### **Co-Chair**

**STEVE WIECKERT**

*Representative*

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*Speaker Pro Tempore*

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**MICHAEL LEHMAN**

1317 Honeysuckle Road  
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**DAVID TRAVIS**

5440 Willow Road  
Waunakee, WI 53597

**JOHN GARD**

*Speaker*

481 Aubin Street  
P.O. Box 119  
Peshtigo, WI 54157

This 22-member committee consists of the majority and minority party leadership of both houses of the Legislature, the cochairs and ranking minority members of the Joint Committee on Finance, and 5 Senators and 5 Representatives appointed as are members of standing committees.

*Terry C. Anderson, Director, Legislative Council Staff  
1 East Main Street, Suite 401, P.O. Box 2536, Madison, Wisconsin 53701-2536*



**WISCONSIN LEGISLATIVE COUNCIL STAFF**  
**2002 ANNUAL REPORT ON THE**  
**LEGISLATIVE COUNCIL RULES CLEARINGHOUSE\***

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\* This Report was prepared by Ronald Sklansky, Director, and Richard Sweet, Assistant Director, Rules Clearinghouse, Legislative Council.



## **FUNCTION OF THE LEGISLATIVE COUNCIL** **RULES CLEARINGHOUSE**

### **REVIEW OF RULES**

Legislative review of proposed administrative rules begins with the submission of a rule to the Legislative Council Rules Clearinghouse. Section 227.15, Stats., requires that, prior to any public hearing on a proposed rule or prior to notification of the presiding officer of each house of the Legislature if no hearing is held, an agency must submit the proposed rule to the Legislative Council Rules Clearinghouse for staff review. (See the *Administrative Rules Procedures Manual* (October 2002), prepared by the Legislative Council and the Revisor of Statutes Bureau, for more information on drafting, promulgating and reviewing administrative rules.)

The Legislative Council is provided 20 working days, following receipt of a proposed rule, to prepare a report on its review of the rule. However, with the consent of the Director of the Legislative Council, the review period may be extended for an additional 20 working days.

Upon receipt of a proposed administrative rule, a Clearinghouse rule number is assigned and submission of the rule is recorded in the *Bulletin of Proceedings* of the Wisconsin Legislature. Two numbered rule jackets, one for the Assembly and one for the Senate, are prepared.

The Director of the Rules Clearinghouse assigns the rule to a Legislative Council staff member for review and preparation of the statutorily required report. The staff member generally prepares the report within 10 working days and transmits the report to the Director or Assistant Director for final review. When the report on the proposed rule is completed, the staff returns the rule jackets and the Clearinghouse report containing the results of the review to the agency. [See *Appendix 1* for a sample Clearinghouse report.]

In accordance with s. 227.15, Stats., the Clearinghouse report:

1. Reviews the statutory authority under which the agency intends to adopt the rule.
2. Reviews the proposed rule for form, style and placement in the Wisconsin Administrative Code.
3. Reviews the proposed rule to avoid conflict with, or duplication of, existing rules.
4. Reviews the proposed rule to ensure that it provides adequate references to related statutes, rules and forms.
5. Reviews the language of the proposed rule for clarity, grammar and punctuation and to ensure the use of plain language.

6. Reviews the proposed rule to determine potential conflicts and to make comparisons with related federal regulations.

7. Reviews the proposed rule to determine whether the agency has specified the number of business days within which the agency will review and make a determination on an application for a business permit.

As part of this review process, staff of the Legislative Council is directed to ensure that procedures for the promulgation of the rule are followed, as required by ch. 227, Stats., and to streamline and simplify the rule-making process.

### **OTHER RELATED RESPONSIBILITIES**

Other primary rule review responsibilities of the Legislative Council include:

1. Working with and assisting the appropriate legislative committees throughout the rule-making process.

2. Notifying the Joint Committee for Review of Administrative Rules (JCRAR) and appropriate committees of the Legislature whenever the rule-making authority of an agency is eliminated or significantly changed by the repeal, amendment or creation of a statute, by the interpretive decision of a court of competent jurisdiction or for any other reason.

3. Assisting the public in resolving problems related to administrative rules. This function includes providing information, identifying agency personnel who may be contacted in relation to rule-making functions, describing locations where copies of rules, proposed rules and forms are available and encouraging and assisting participation in the rule-making process.

The final responsibility of the Legislative Council is the submission of an annual report to the chief clerk of each house of the Legislature and to the Governor summarizing any action taken by the staff and making recommendations to streamline the rule-making process and eliminate obsolete, duplicative and conflicting rules. This report is the 23rd *Annual Report* submitted by the Legislative Council and covers the staff's activities during calendar year 2002. It has been preceded by an initial report to the 1979 Legislature, which covered the staff's activities from November 2, 1979 to April 1, 1980 (i.e., from the effective date of Ch. 34, Laws of 1979, which initiated the omnibus rule review process, to the end of Floorperiod IV of the 1979 Session) and annual reports for calendar years 1980 to 2001.

### **RECORDKEEPING SYSTEM**

The Legislature's *Bulletin of Proceedings* is used for recording actions relating to the review of administrative rules. The Legislative Council, the Senate and Assembly Chief Clerks and the Legislative Reference Bureau cooperate in a computerized recordkeeping system. Commencing with the 1979 Session, action on administrative rules has been shown in a separate part of the *Bulletin of Proceedings*.



Under this system, each proposed rule is assigned a number and entered in the computer by the staff of the Legislative Council. A copy of the Clearinghouse report is placed in a Senate and Assembly rule jacket (similar to bill jackets) and the rule is then transmitted to the agency promulgating the rule for its review. After transmittal, all legislative actions taken on the rule are entered on the face of the jacket and are reported to the chief clerk of each house. The chief clerk enters the actions in the computerized system, thereby compiling a history of all legislative actions taken on a rule.

At the beginning of each biennial session, the administrative rule portion of the *Bulletin of Proceedings* is updated by deletion of all records relating to rules which, in the preceding session, have become effective, have been withdrawn or have been permanently objected to by law. Also removed from the *Bulletin of Proceedings* annually and withdrawn from the rule-making process is any proposed rule that, in accordance with s. 227.14 (6) (c), Stats., has been pending for at least four years, but no more than five years, after the date of its receipt by the Legislative Council under s. 227.15 (1), Stats. The final *Bulletin of Proceedings* printed for the preceding session then serves as the permanent record of the disposition of those rules. The remaining rules, which are still in the promulgation process, are carried over into the new *Bulletin of Proceedings* for the following biennial session.

Access to rules and agency reports over the Internet became available in 2001 for all rules initiated after 2000. These materials may be found at the Legislature's website, [www.legis.state.wi.us](http://www.legis.state.wi.us), by using the Services Agencies and Joint Legislative Council and Staff icons.



### **2002 ACTIVITIES OF THE RULES CLEARINGHOUSE**

During 2002, 155 proposed administrative rules were submitted to the Legislative Council by 25 state agencies.

As of December 31, 2002, Clearinghouse reports had been completed on 142 of the 155 proposed rules and 12 rules were in the process of review. One rule did not require a separate report because the rule was included in a previously submitted rule that was the subject of a report. In addition to the 142 rule reports completed on 2002 rules, reports were prepared in 2002 on 18 rules received in late 2001. Of the 160 reports completed in 2002, no rule required an extension of the review process by the Director of the Legislative Council. Clearinghouse activities in 2002 are summarized below:

Rules Received in 2002		155
Withdrawn	0	
No report required	1	
Pending	12	
		-13
2002 Reports Completed		142
2001 Reports Completed in January 2002		+18
<b>Total Reports in 2002</b>		<b>160</b>

The table below shows that, from November 2, 1979 (the beginning of the omnibus rule review process) through December 31, 2002, the Clearinghouse has received 5,000 rule submissions and completed reviews on 4,903 proposed rules. Of the total rule submissions, 85 were exempt from the reporting process for various reasons and 12 were under review at the end of 2002.

<i><b>Year</b></i>	<i><b>Received</b></i>	<i><b>Completed</b></i>	<i><b>Exempt</b></i>
1979	70	45	12
1980	252	227	24
1981	252	234	9
1982	251	254	3
1983	222	220	4
1984	255	247	2
1985	213	206	4
1986	251	252	4
1987	182	186	1
1988	219	216	5
1989	212	208	1
1990	264	254	3
1991	199	205	2
1992	225	228	0
1993	241	232	1
1994	225	234	0
1995	236	224	2
1996	194	201	1
1997	158	159	1
1998	208	200	2
1999	170	177	1
2000	189	176	1
2001	157	158	1
2002	155	160	1
<b>Total</b>	<b>5,000</b>	<b>4,903</b>	<b>85</b>

In 2002, rules were received from the following 25 state agencies:

*Number of Proposed Rules, by Submitting Agency*

Department of Administration	2
Department of Agriculture, Trade and Consumer Protection	6
Department of Commerce	7
Department of Corrections	3
Department of Employee Trust Funds	3
Department of Financial Institutions	9
Department of Health and Family Services	8
Department of Military Affairs	1
Department of Natural Resources	40
Department of Public Instruction	4
Department of Regulation and Licensing	25
Department of Revenue	3
Department of Transportation	13
Department of Veterans Affairs	2
Department of Workforce Development	11
Division of Hearings and Appeals	1
Educational Approval Board	1
Higher Educational Aids Board	1
Office of the Commissioner of Insurance	5
Public Defender Board	2
Public Service Commission	3
State Public Defender	1
State Treasurer	1
<b>Total</b>	<b>155</b>

Although the statistics presented in this report give some indication of the workload of the Legislative Council staff in reviewing proposed administrative rules, it should be noted that rules vary in length. Similarly, Clearinghouse reports vary from completion of a simple checklist to large reports. In summary, for all rule reports completed in 2002, the Legislative Council staff commented on:

1. The *statutory authority* of a proposed administrative rule on 21 occasions.
2. The *form, style and placement* of proposed administrative rules in the Wisconsin Administrative Code on 68 occasions.

3. A *conflict* with, or *duplication* of, existing rules on six occasions.
4. The *adequacy of references* of proposed administrative rules to related statutes, rules and forms on 35 occasions.
5. *Clarity, grammar, punctuation and use of plain language* in proposed administrative rules on 56 occasions.
6. The *potential conflicts* of proposed administrative rules with, and their comparability to, related federal regulations on no occasions. In addition, the Legislative Council staff has adopted a policy of noting when proposed rules are based on federal “*guidelines*,” which do not have the force of law, as opposed to rules based on federal “*regulations*,” which do have the force of law and with which the state may have a legal obligation to comply.
7. The *permit action deadline requirement* on one occasion.

### **WORKING WITH AND ASSISTING COMMITTEES**

A Legislative Council staff attorney or analyst works with each standing committee, except Joint Finance. When a committee has a proposed rule referred to it by the presiding officer of the house, the staff member will participate in the committee’s oversight.

During 2002, legislative committees held hearings or requested meetings on **47 proposed rules**. Modifications to rules were either requested or received in the legislative review of **35 proposed rules**. **Two rules** were objected to by committees.

As a result of committee activities, **two rule objections** were subject to JCRAR jurisdiction in 2002. Jurisdiction over an additional rule was continued by JCRAR into 2002 from 2001. The JCRAR nonconcurred in part and objected in part to one rule. The remaining two rules were withdrawn by the agencies involved.

The table below reviews legislative committee activity in the review of proposed administrative rules beginning on November 2, 1979 and ending on December 31, 2002.

LEGISLATIVE REVIEW OF PROPOSED ADMINISTRATIVE RULES (November 2, 1979 Through December 31, 2002)*						
Year	Rules Submitted	Rules Subject to Modification	Committee Review Objections	JCRAR Rule Objections	Enacted Laws Following Rule Objections	Enactments by Session Law and Other Description of Bills Introduced Following Rule Objections
11/2/79–80	322	18	5	1	0	No bill introduced, rule withdrawn
1981	252	29	10	4	4	Chapters 20 (SEC. 1561), 26, 31 and 180, Laws of 1981
1982	251	31	4	1	1	1983 Wisconsin Act 94
1983	222	30	5	0	0	—
1984	255	26	2	2	2	1983 Wisconsin Act 310 and 1985 Wisconsin Act 29 (SEC. 826)
1985	213	37	8	3	2	♦ 1985 Wisconsin Act 29 (SECS. 1059r and 2238ng to 2238or)

						♦ 1985 Assembly Bill 460, passed and vetoed; override failed
1986	251	30	1	0	0	—
1987	182	30	5	0	0	—
1988	219	38	4	0	0	—
1989	212	22	6	2	0	♦ 1989 Senate Bill 89 and 1989 Assembly Bill 171 (failed to pass) ♦ 1989 Senate Bill 248 and 1989 Assembly Bill 457 (failed to pass)
1990	264	29	2	1	0	♦ 1991 Senate Bill 24 and 1991 Assembly Bill 71 (failed to pass)
1991	199	19	5	1	0	♦ 1991 Senate Bill 442 and 1991 Assembly Bill 840 (failed to pass after rule objected to withdrawn by agency)
1992	225	33	3	2	1	♦ 1993 Wisconsin Act 9 ♦ 1993 Senate Bill 3 and 1993 Assembly Bill 17 (failed to pass)
1993	241	24	1	0	0	—
1994	225	29	3	0	0	—
1995	236	19	0	0	0	—
1996	194	19	1	1	1	Late introduction in 1995 Session: ♦ 1997 Assembly Bill 5 and 1997 Senate Bill 20 (failed to pass) ♦ 1997 Wisconsin Act 237 (SECS. 320s, 322d and 322e)
1997	158	19	6	0	0	—
1998	208	15	0	0	0	—
1999	170	18	2	1	0	—
2000	189	20	2	1	1	♦ 1999 Wisconsin Act 178
2001	157	14	5	2	0	♦ 2001 Assembly Bill 18 and Senate Bill 2 (based on 2000 objection); ♦ 2001 Assembly Bill 524 and Senate Bill 267 (failed to pass) ♦ 2001 Assembly Bill 697 and Senate Bill 361 (failed to pass)
2002	155	35	2	1	0	♦ Bills to be introduced in 2003 Session.
TOTAL	5,000	684	82	23	12 (PLUS ONE BILL PASSED AND VETOED; VETO NOT OVERRIDDEN)	

\* The general system of legislative review of proposed administrative rules, primarily embodied in ss. 227.15 and 227.19, Stats., took effect on November 2, 1979, as part of Ch. 34, Laws of 1979.

### **ELECTRONIC ACCESS**

In 2001, the Legislature, through its service agencies, began providing electronic access to all proposed administrative rules submitted to the Clearinghouse. The system mirrors the process already in place for legislative proposals. That is, interested persons are able to use the Internet to search for proposed rules directly or to link to them from the Legislature's Bulletin of Proceedings. The site holds the initial version of the proposed rule, the Clearinghouse report on the proposed

rule, all modified versions of the proposed rule submitted to the Legislature, and the related agency report to the Legislature. Electronic access is available for proposed rules submitted to the Clearinghouse after the year 2000.

### **NOTICE OF CHANGE IN RULE-MAKING AUTHORITY**

To date, no court decisions or changes in legislation have been brought to the attention of the Legislative Council staff that would require notification of JCRAR or appropriate standing committees of a change in, or the elimination of, agency rule-making authority.

### **ASSISTING ADMINISTRATIVE AGENCIES**

The Legislative Council staff has responded to numerous questions from agency personnel, relating to both the process and the law governing legislative review of proposed rules.

### **REVISION OF STATUTES DEALING WITH ADMINISTRATIVE RULE-MAKING**

Prior to 2002, the Legislature would not receive an agency rule report on or after November 1 of an even-numbered year. Such a report would be received on the first day of the next regular session of the Legislature. 2001 Wisconsin Act 87, which took effect on May 3, 2002, amended the cutoff date to September 1 of an even-numbered year.

### **PUBLIC LIAISON**

To date, the Legislative Council staff has received minimal requests from the public. These infrequent questions have either concerned aspects of the rule review procedure or have related to the status of specific rules.

RS:RNS;jal:tlu;rv;ksm



***APPENDIX 1***  
***SAMPLE CLEARINGHOUSE REPORT***





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## WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

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**Ronald Sklansky**  
*Clearinghouse Director*

**Terry C. Anderson**  
*Legislative Council Director*

**Richard Sweet**  
*Clearinghouse Assistant Director*

**Laura D. Rose**  
*Legislative Council Deputy Director*

### CLEARINGHOUSE REPORT TO AGENCY

[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

### CLEARINGHOUSE RULE **02-149**

AN ORDER to repeal Accy 3.11 (1); to amend Accy 3.03 (1); and to repeal and recreate Accy 3.06 and 3.07, relating to a new computer-based examination.

Submitted by **DEPARTMENT OF REGULATION AND LICENSING**

12-13-2002 RECEIVED BY LEGISLATIVE COUNCIL.

01-16-2003 REPORT SENT TO AGENCY.

RS:MM

## **LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT**

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]

Comment Attached

YES ☒

NO ☐

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]

Comment Attached

YES ☒

NO ☐

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]

Comment Attached

YES ☐

NO ☒

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS [s. 227.15 (2) (e)]

Comment Attached

YES ☐

NO ☒

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]

Comment Attached

YES ☒

NO ☐

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL REGULATIONS [s. 227.15 (2) (g)]

Comment Attached

YES ☐

NO ☒

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]

Comment Attached

YES ☐

NO ☒



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## WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

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*Legislative Council Director*

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*Legislative Council Deputy Director*

### CLEARINGHOUSE RULE 02-149

#### Comments

**[NOTE: All citations to “Manual” in the comments below are to the Administrative Rules Procedures Manual, prepared by the Revisor of Statutes Bureau and the Legislative Council Staff, dated October 2002.]**

#### **1. Statutory Authority**

Section Accy 3.03 (1) provides that the passing grade on each section of the certified public accountant examination will be established by the Accounting Examining Board. Setting a passing grade clearly is a standard of general application and, therefore, the passing grade should be set forth in a properly promulgated rule. If the board is confident that it can remove a numerical passing grade from the administrative code, then it should set forth standards to be followed by the board in determining the passing grade on each section of the examination. In addition, the rule should specify how the public will be informed of the current passing grade which has been set for each section of the examination period.

#### **2. Form, Style and Placement in Administrative Code**

- a. It appears that in the first paragraph of the analysis, “business” should be capitalized.
- b. In s. Accy 3.03 (1), the word “established” is new language and should be underscored.
- c. In s. Accy 3.06 (2), the phrase “shall not be allowed to” should be replaced by the phrase “may not.”
- d. In s. Accy 3.07, the first sentence does not grammatically lead into the following subunits. Consequently, the first sentence should be renumbered as sub. (1) and the remaining subsections should be renumbered accordingly. The same comment applies to the first sentence in sub. (5) and to the following subunits. Also, the newly renumbered sub. (1) should be rewritten to read: “In this section ‘transition period’ means the period of time . . . .”

## **5. Clarity, Grammar, Punctuation and Use of Plain Language**

a. The analysis to the rule should explain why the rule amends the passing grade on each section of the examination from 75 or higher to “a passing grade established by the board.”

b. The analysis should explain why the rule repeals the right of applicants to request a review of their examination papers from the American Institute of Certified Public Accountants advisory grading service.

c. In s. Accy 3.06 (2), it is unclear what is meant by the statement that a candidate shall retain credit “without having to attain a minimum score on failed sections.” In addition, the rule should clarify what time period is referred to by “the same three-month examination window.”

d. In s. Accy 3.07 (intro.), it should be clarified that the rule section relates to the period of time or number of opportunities a candidate who has completed some sections of the paper-and-pencil examination has to complete the remaining sections of the computer-based examination. In addition, it is unclear how long the “transition period” is. Is a candidate’s transition period the 18 months beginning with the first month that the computer-based examination is offered? If so, what is the meaning of sub. (5), which states that the previously-conditioned candidate shall not lose credit for a section of the computer-based examination that is passed during the transition period, even though more than 18 months have elapsed from the date the section is passed?

e. In s. Accy 3.07 (1) and (5), what is meant by “conditional status” and “previously conditioned”? Definitions of these terms would be appropriate and useful.

f. Does s. Accy 3.07 (2) apply if a candidate has completed only one part of the paper-and-pencil examination?

g. In s. Accy 3.07 (4), it is unclear what is meant by the statement that any section passed during the transition period is subject to the “granting of credit provisions” of the computer-based examination.

h. In s. Accy 3.07 (5) (a) to (d), the phrase “of the computer-based examination” should be added to the end of each of those paragraphs.

i. The effective date clause should conclude with the phrase “, whichever is later.”

***APPENDIX 2***  
***PROCESSING INSTRUCTIONS TO AGENCY HEADS***







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## WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

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**Ronald Sklansky**  
*Clearinghouse Director*

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*Legislative Council Deputy Director*

### PROCESSING INSTRUCTIONS TO AGENCY HEADS

[ENCLOSED ARE THE SENATE AND ASSEMBLY RULE JACKETS CONTAINING THE LEGISLATIVE COUNCIL CLEARINGHOUSE REPORT. AN ADDITIONAL COPY OF THE CLEARINGHOUSE REPORT IS ENCLOSED FOR YOUR FILES.]

**PLEASE NOTE:** Your agency must complete the following steps in the legislative process of administrative rule review:

1. On the appropriate line on the face of both clearinghouse rule jackets, enter, in column 1, the appropriate date and, in column 2, "Report Received by Agency."
2. On the appropriate line or lines on the face of both clearinghouse rule jackets, enter, in column 1, the appropriate date or dates and, in column 2, "Public Hearing Held" OR "Public Hearing Not Required."
3. Enclose in both clearinghouse rule jackets, in triplicate, the notice and report required by s. 227.19 (2) and (3), Stats. [The report includes the rule in final draft form.]
4. Notify the presiding officer of the Senate and Assembly that the rule is in final draft form by hand delivering the Senate clearinghouse rule jacket to the Senate Chief Clerk and the Assembly clearinghouse rule jacket to the Assembly Chief Clerk. At the time of this submission, on the appropriate line on the face of the clearinghouse rule jacket, each Chief Clerk will enter, in column 1, the appropriate date and, in column 2, "Report Received from Agency." Each clearinghouse rule jacket will be promptly delivered to each presiding officer for referral of the notice and report to a standing committee in each house.
5. If the agency does not proceed with the rule-making process on this rule, on the appropriate line on the face of both clearinghouse rule jackets, enter, in column 1, the appropriate date and, in column 2, "Rule Draft Withdrawn by Agency" and hand deliver the Senate clearinghouse rule jacket to the Senate Chief Clerk and the Assembly clearinghouse rule jacket to the Assembly Chief Clerk.

**FOR YOUR INFORMATION:** A record of all actions taken on administrative rules is contained in the Bulletin of Proceedings of the Wisconsin Legislature. The clearinghouse rule jackets will be retained by the Legislature as a permanent record.

[See reverse side for jacket sample.]

WLCS

— ***SAMPLE*** —

**CLEARINGHOUSE RULE ASSEMBLY** \_\_\_\_\_ 02-149 \_\_\_\_\_

AN ORDER to repeal Accy 3.11 (1); to amend Accy 3.03 (1); and to repeal and recreate Accy 3.06 and 3.07, relating to a new computer-based examination.

Submitted by \_\_\_\_\_ Department of Regulation and Licensing \_\_\_\_\_

12-13-02	Received by Legislative Council.		
01-16-03	Report sent to Agency.		

**NOTE:** EACH SUBSEQUENT ACTION TAKEN BY A STANDING COMMITTEE OR THE JOINT COMMITTEE FOR REVIEW OF ADMINISTRATIVE RULES WILL BE ENTERED ON THE JACKETS BY APPROPRIATE LEGISLATIVE STAFF.